

**USDA FOOD
EMERGENCY FEEDING REPORT**

R/A NAME: _____ SIGNATURE: _____ COUNTY: _____

DATE: _____ TITLE: _____ PHONE NO: _____

LOCATION OF FEEDING SITE: _____

USDA FOOD	D/O #	NAME OF AGENCY TRANSFERED TO	UNITS USED/ TRANSFERRED	UNIT PRICE	UNIT SIZE (Smallest Unit)	TOTAL \$ VALUE

GRAND TOTAL VALUE:

DATE(S) SHELTER OPERATED: _____

ESTIMATED NUMBER OF PERSONS SERVED: _____

ESTIMATED NUMBER OF MEALS SERVED: _____

INSTRUCTIONS FOR COMPLETING EMERGENCY FEEDING REPORT
(KY-FD-50)

PURPOSE: This form is to be completed to account for any foods used or transferred during a declared emergency. Please complete one form for each emergency-feeding site.

NAME OF R/A: Enter name of recipient agency.

SIGNATURE: Signature of person completing this form.

COUNTY: Name of the county R/A is located.

DATE: Enter date this form was completed.

TITLE: Enter title of person completing this form.

**TELEPHONE
NUMBER:** Enter telephone number of recipient agency.

USDA FOOD: Enter foods used or transferred out during the emergency.

D/O#: Enter the delivery order number (121 -) for each food used or transferred.

**NAME OF AGENCY
TRANSFERRED
TO:** Enter the Name of the Agency that USDA commodities were transferred to during the emergency.

**UNITS USED OR
TRANSFERRED:** Enter number of units used or transferred during the Emergency. (Can not be greater than the total received to date)

UNIT PRICE: Determined by using the price reported on most recent Notice of Arrival (KY-FD-2) of each food used, plus the delivery cost. Divide the case price including the delivery cost by the number of units per case to get the unit price.

UNIT SIZE: Enter the smallest pack size of the commodity.

TOTAL VALUE: Determined by multiplying the units used or transferred by the unit price.

GRAND TOTAL: Add Total Value Column.

DATES SHELTER

OPERATED: Enter the dates of operation of the shelter.

ESTMIATED

NUMBER OF

PERSONS SERVED: Enter the estimated number of people served during the operation of the shelter.

ESTIMATED

NUMBER OF

MEALS SERVED: Enter the estimated number of meals served during the operation of the shelter.